



[OMB 1140-NEW]

**Agency Information Collection Activities; Proposed eCollection of eComments Requested;  
New Information Collection; Request for Temporary Eligibility to Hold a Sensitive  
Position – ATF Form 8620.69**

**AGENCY:** Bureau of Alcohol, Tobacco, Firearms and Explosives, Department of Justice.

**ACTION:** 60-day notice.

**SUMMARY:** The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Department of Justice (DOJ), will submit the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995. The proposed information collection (IC) is also being published to obtain comments from the public and affected agencies.

**DATES:** Comments are encouraged and will be accepted for 60 days until [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

**FOR FURTHER INFORMATION CONTACT:** If you have additional comments regarding the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions, or additional information, contact Lakisha Gregory, Chief, Personnel Security Division, by mail at 99 New York Avenue, NE, Mail Stop 1.E-300, Washington, DC 20226, email at [Lakisha.Gregory@atf.gov](mailto:Lakisha.Gregory@atf.gov), or telephone at 202-648-9260.

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- Evaluate the accuracy of the agency’s estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Evaluate whether and, if so, how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, *e.g.*, permitting electronic submission of responses.

Overview of this information collection:

- 1 *Type of Information Collection* (**check justification or form 83**): New collection.
- 2 *The Title of the Form/Collection*: Request for Temporary Eligibility to Hold a Sensitive Position.
- 3 *The agency form number, if any, and the applicable component of the Department sponsoring the collection*:

Form number (**if applicable**): ATF Form 8620.69.

Component: Bureau of Alcohol, Tobacco, Firearms and Explosives, U.S. Department of Justice.

4 *Affected public who will be asked or required to respond, as well as a brief abstract:*

Primary: Individuals or households.

Other (if applicable): None.

Abstract: The Request for Temporary Eligibility to Hold a Sensitive Position – ATF Form 8620.69 will be used to determine if a candidate for Federal or contractor employment at the Bureau of Alcohol, Tobacco, Firearms and Explosives can be granted a temporary eligibility to hold a sensitive position prior to the completion and adjudication their full background investigation.

5 *An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond:*

An estimated 2,000 respondents will prepare explosives transaction records for this collection once annually, and it will take each respondent approximately 5 minutes to complete their responses.

6 *An estimate of the total public burden (in hours) associated with the collection:*

The estimated annual public burden associated with this collection is 167 hours, which is equal to 2,000 (total respondents) \* 1 (# of response per respondent) \* .833333 (5 minutes).

If additional information is required contact: Melody Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, Mail Stop 3E.405A, Washington, DC 20530.

Dated: December 13, 2021.

**Melody Braswell,**

*Department Clearance Officer for PRA,*

*U.S. Department of Justice.*

**Billing Code: 4410-FY**

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